

# Memo

To: Board of Selectmen  
From: William G. Keegan, Jr., Town Administrator  
CC: Assistant Town Administrator, Director of Finance  
Date: October 18, 2012  
Re: Town Administrator's Report

---

1. On behalf of all of the Town staff members let me say that we are all deeply saddened by the loss of our friend and colleague Robin Reyes. Robin was a mentor to many of us and his professionalism and the even keeled approach to his work was, and will continue to be, an inspiration that will live on long past his passing. We will all miss him very much and our deep condolences go out to his wife Roberta and to all of his family members.

Even during this difficult time we all remain committed to the example that Robin set by taking immediate action to continue to meet the Town's fiscal and legal obligations. This includes taking temporary steps to fill the vacancy that has now occurred in the Office of the Treasurer/Collector. The first thing Monday morning Nancy, Mariellen and I consulted with Town Counsel to review all of our statutory obligations under State statute and under the Town's Charter. The Treasurer/Collector is a fiscal officer who serves under the direction of the Director of Finance. She is charged with the responsibility of making temporary appointment(s) to fill this vacancy. All such appointments are then presented to the Town Administrator for final approval. Therefore, in response to this responsibility, the Director of Finance has appointed William Ralph as the Acting Collector and Donna Bowse as the Acting Treasurer for the Town of Dedham. These appointments will remain in place until a clear plan is defined on how a more permanent appointment action should be taken for the organization.

2. Black Friday- The Police Chief has communicated to the need for local businesses at Legacy Place and the Dedham Mall who are looking for early openings to contact the Board of Selectmen's Office to request this permission. Because the Police Department is short a few Officers at this time, there may be some difficulty in filling all of the detail requests. The longer lead time will provide the Department the opportunity to plan for the event.

3. The Engineering Department is conducted “Smoke Tests” on sewer and drain lines is now underway. Any affected areas of Dedham will be receiving a written notification prior to the work being performed. The engineering firm of Weston and Sampson is assisting our Department in performing this work. The Department has a link to a website that explains this procedure. The link is: <http://www.dedham-ma.gov/index.cfm?pid=22102>
4. I recently had the pleasure of meeting the owners of the new Visions Medical facility which is being constructed at 910 Washington Street or the former Sagra Restaurant location. This is only the second location for this practice but they have an ambitious plan that will expand over the next 10 to 20 years. Visions Medical is a new approach to medicine that is being introduced to this area that has the potential to become very popular quickly. It is encouraging from my perspective to see the medical industry taking a lot of interest in this area. This type of industry will bring quality jobs and provided added value to the residents of Dedham.